



U.S. General Services Administration



FEDFLEET

2016

All listed sessions are subject to change without notice. Updates will be posted online at www.gsa.gov/FedFleet.

* All sessions in the computer lab on Wednesday, January 27 have limited seating. To register in advance send your name and the session you wish to attend to fleet_training@gsa.gov. Remaining seats will be filled on a first come basis.

Tuesday, January 26, 2016					
8:30 AM	10:00 AM	Room 146	Welcome & OEM Presentations & Panel Discussion	Bill Toth, GSA Fleet	Representatives from the FCA US, LLC, Ford Motor Company, General Motors Company, and RP Automotive will present.
10:00 AM	2:00 PM	Exhibit Hall	Exhibit floor open includes time for lunch (concessions available in exhibit hall)		
2:00 PM	2:50 PM	Room 147	Overview of EO13693	Troy Cribb, Patrick McConnell, & Jim Vogelsinger, GSA OGP & Christine Harada, White House Council on Env. Quality	Executive Order 13693- Planning for Federal Sustainability in the Next Decade was signed on March 19, 2015 to maintain Federal leadership in sustainability and greenhouse gas emission reductions. The order sets specific fleet performance goals for the Federal fleet and assigns responsibilities to Federal agencies. This workshop gives a general overview of the fleet related requirements in EO 13693.
		Room 146	Presidential Transition and Fleet	Connie Aaron, GSA OGP	The Presidential Inauguration and transition is only a year away and it's never too late to prepare. Former and new presidential appointees will seek guidance from the Fleet Manager for their vehicle needs. This workshop will help you develop written policy and a plan for vehicle management for your agency during the Presidential transition.
		Room 145	GSA Fleet Automated Solutions	Gina Jordon & Christopher Alward; GSA Fleet	What's new in the Systems arena to support GSA's vehicle purchasing and leasing customers? This session will provide an overview of the automated solutions that are key to our customers, highlighting the most recent changes and new technologies. Topics include AutoChoice, GSA Fleet Drive-thru, Federal Fleet Management System (FedFMS), Federal Motor Vehicle Registration System (FMVRS), Dispatch & Reservation Module and more.
10 minute break					
3:00 PM	3:50 PM	Room 147	GSA Billing System: Vendor and Customer Self Service (VCSS)	Shane Brosius & Megan Ritter; GSA Fleet	GSA Fleet leasing customers will learn the fundamentals of the Vendor and Customer Self Service system, better known as VCSS. Customers will review all aspects of VCSS; from registering their account, to viewing bills and making payment. Discussion regarding Interest & Penalties, Mileage Express, and Speedpay will also be included.
		Room 146	Welcome to GSA Fleet Leasing	Steve Olds and Wes Powell; GSA Fleet	For both new and existing GSA leasing customers. Learn and refresh your memory about the tools available to you and how to maintain your GSA vehicle. From using the fuel card to reporting an accident to utilizing GSA's Fleet Drive-thru services.
		Room 145	Intro to ZEV Metrics, Targets, Exempted Vehicles	Julian Bentley, DOE FEMP	Fifty percent of all new agency passenger vehicle acquisitions must be zero emission vehicles (ZEVs) by December 31, 2025. This session will provide an introduction to electric vehicles and fuel cell electric vehicles, how they fit into a fleet's GHG emission reduction strategy, and the infrastructure needed to support these vehicles. ZEV targets, what vehicles qualify as ZEVs, how to receive maximum credit towards ZEV acquisition targets, and identifying vehicles that are exempted from the ZEV mandate will also be addressed.
10 minute break					
4:00 PM	4:50 PM	Room 147	Fleet Manager 101	Connie Aaron, Jim Vogelsinger, Patrick McConnell, & Joddy Garner, GSA OGP	Are you new to Federal fleet management? Has it been a while since you've had a fleet management refresher course? Do you oversee, but n actually perform the fleet management function? If you answered yes to any of these questions, you need to attend this workshop. We will discuss everything you need to know to manage motor vehicle fleets in an informal environment geared toward learning and two-way conversations. This is your opportunity to learn about Fleet policies, procedures, mandates, new programs, and to ask questions concerning motor vehicles and the fleet management process. The New Fleet Management Roles of the Chief Sustainability Officer will also be discussed.
		Room 146	Fleet Sustainability Dashboard (FleetDASH)	Mark Singer, DOE NREL	Join the Department of Energy's Federal Energy Management Program (FEMP) and the National Renewable Energy Lab (NREL) to learn about the latest version of FleetDASH and discuss the impact that it has had on managing fuel consumption in your fleets.
		Room 145	Electric Vehicles and Charging Stations	Matt Stockburger, GSA Fleet	Come find out all about electric vehicles including available types and charging stations. Find out what GSA is doing to help you meet your zero emissions goals.
END OF DAY					

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Wednesday, January 27, 2016					
8:00 AM	8:50 AM	Room 149	Hands-on with FleetDASH!*	Mark Singer, DOE NREL	It's hands-on with FleetDASH! You will have the opportunity to use FleetDASH and see how it can help your agency manage fuel consumption to help meet the environmental mandates to reduce petroleum consumption and increase the use of alternative fuels.
		Room 146	FAST Agency Administrator Training: Using FAST's Reports to Review Your Submission	Ron Stewart & Jeff Caldwell, DOE INL	FAST has several invaluable reports for agency fleet administrators in reviewing their fleet submission. This session will discuss those reports (including the new EO 13693 compliance and performance report and recent changes to other reports) with a focus on using those reports to identify and resolve potential issues in the underlying fleet data. This session is primarily geared toward administrative ("Y" level) FAST users, although bureau- and fleet-level FAST can benefit from learning about most of these reports and their use, as well.
		Room 145	GSA Billing System: Vendor and Customer Self Service (VCSS)	Shane Brosius & Megan Ritter; GSA Fleet	GSA Fleet leasing customers will learn the fundamentals of the Vendor and Customer Self Service system, known as VCSS. Customers will review all aspects of VCSS; from registering their account, viewing bills and making payment. We will also discuss regarding interest and penalties, Mileage Express, and Speedpay.
10 minute break					
9:00 AM	9:50 AM	Room 149	GSA Fleet Drive-thru*	Robin Washington & Bradley Line; GSA Fleet	GSA Fleet Drive-thru is undergoing a modernization, not only to improve the look and feel of the application, but to include new functionality and features, as well. This computer lab will focus on how user access to Drive-thru will change, walk customers through the steps of establishing their personal user accounts, and explore the levels of access that will be available to users within their organizations.
		Room 146	FAST Agency Administrator Training: Preparing for Asset-level Data Reporting	Ron Stewart & Jeff Caldwell, DOE INL	This session covers topics agency fleet administrators should consider when preparing their organizations and their fleet MISs for the coming shift to reporting data about the Federal fleet at the individual asset level. This session will be specifically geared toward administrative ("Y" level) FAST users and their fleet MIS technical POCs.
		Room 145	GSA Fleet Offerings and Updates	Bill Toth; GSA Fleet	Join the Director of the Office of Fleet Management to discuss the latest news and offerings from this organization. Come prepared to ask organization, leasing or purchasing. Questions are welcome on any topic related to either side of the program.
10:00 AM	2:00 PM	Exhibit Hall	Exhibit floor open includes time for lunch (concessions available in exhibit hall)		
10:00 AM	10:50 AM	Room 149	Introduction to the FMVRS*	Vong Khamvongsa, GSA Fleet & Patrick McConnell; GSA OGP	The Federal Motor Vehicle Registration System (FMVRS) is a centralized registration of all vehicles displaying U.S. Government license plates. During this computer lab session, we will walk customers through some of the basic FMVRS functions such as: registering a vehicle, assigning and un-assigning a license plate to a vehicle, and how to run reports.
11:00 AM	11:50 AM	Room 149	VCSS*	Shane Brosius & Megan Ritter; GSA Fleet	GSA Fleet leasing customers will get a hands-on tutorial of the Vendor and Customer Self Service system, known as VCSS. This is an opportunity to raise any particular questions or concerns and participate in a live demonstration of VCSS.
12:00 PM	12:50 PM	Room 149	FedFMS*	Shane Hamilton, GSA Fleet	This session provides hands-on exposure to GSA's Federal Fleet Management System (FedFMS). Learn how FedFMS enables an agency to manage its fleet resources for maximum effectiveness and efficiency, while complying with federal reporting requirements.
1:00 PM	1:50 PM	Room 149	FedFMS*	Shane Hamilton, GSA Fleet	This session provides hands-on exposure to GSA's Federal Fleet Management System (FedFMS). Learn how FedFMS enables an agency to manage its fleet resources for maximum effectiveness and efficiency, while complying with federal reporting requirements.
2:00 PM	2:50 PM	Room 149	GSA Fleet Drive-thru*	Robin Washington & Bradley Line; GSA Fleet	GSA Fleet Drive-thru is undergoing a modernization, not only to improve the look and feel of the application, but to include new functionality and features. This computer lab will focus on how user access to Drive-thru will change, walk customers through the steps of establishing their personal user accounts, and explore the levels of access that will be available to users within their organizations.
		Room 146	Federal Motor Vehicle Regulations & Policies	Connie Aaron; GSA OGP	Explore how Federal regulations governing vehicle management fit into an overall framework of laws, regulations, and policies. We will cover Federal Management Regulation 41 CFR 102-34 "Motor Vehicle Management" in its entirety and highlight recent updates. Bring your questions about vehicle regulations and policies!
		Room 145	GSA Short Term Rental-Equipment and Vehicles When You Need Them	Kyle Fox; GSA Fleet	The GSA Short Term Rental program provides vehicles and equipment to supplement agency fleets. Come find out about the program updates, how to place an order and the expanded equipment offerings coming soon.

Wednesday, January 27, 2016 continued

10 minute break

3:00 PM	3:50 PM	Room 149	Hands-on: FAST's Reports and Query Tool *	Ron Stewart & Jeff Caldwell, DOE INL	This hands-on session will focus on using FAST's reports and query tool to review your agency's fleet data and to get information out of FAST. We spend a significant amount of time reporting data; why not spend a few minutes learning how to review and retrieve that data? This session will cover several key reports and different types of queries available to users, as well as filtering, sorting, and aggregating the data. This session will be specifically geared toward administrative ("Y" and "X" level) FAST users within their respective Federal agencies. Some familiarity with FAST and the data collected by the FAST system will be beneficial, but new FAST administrative users are also welcome.
		Room 146	Vehicle Purchasing and AutoChoice Updates	Len Fedoruk & Chris Davis, GSA Fleet	A brief overview of vehicles available for purchase this year and updates to the online ordering system, AutoChoice.
		Room 145	The Future of VAM	Patrick McConnell & Jim Vogelsinger, GSA OGP	Vehicle Allocation Methodology (VAM) is a requirement outlined in 41 CFR 102-34 Motor Vehicle Management to help agencies reach their optimal fleet size and structure. This workshop will outline the actions implemented by the Federal government, outcomes expected, and how it all can be incorporated into your VAM process. This workshop is for attendees at all levels of fleet management from the field to the Agency Fleet Manager.

10 minute break

4:00 PM	4:50 PM	Room 149	Introduction to the FMVRS*	Vong Khamvongsa, GSA Fleet & Patrick McConnell, GSA OGP	The Federal Motor Vehicle Registration System (FMVRS) is a centralized registration of all vehicles displaying U.S. Government license plates. During this computer lab session, we will walk customers through some of the basic FMVRS functions such as:
		Room 146	Rightsizing Your Fleet	Kyle Harrer & Dan Reichmann, GSA Fleet	Learn what it means to right size your fleet and how to determine the best way to do so. Topics include data analysis and options available to right size.
		Room 145	EO 13693, EPACT & Other Federal Fleet Sustainability Programs	Julian Bentley, DOE FEMP	Maintaining a mission capable fleet while meeting all the Federal energy related mandates is quite a challenge for Federal Fleet managers. This session will discuss what is required by Executive Order 13693, EISA 2007 Section 142, EPACT 2005 Section 701, EISA 2007 Section 141, and EISA 2007 Section 246.

End of Day

Thursday, January 28, 2016

8:00 AM	8:50 AM	Room 147	Fleet Manager 101	Connie Aaron, Jim Vogelsinger, Patrick McConnell, & Joddy Garner, GSA OGP	Are you new to Federal fleet management? Has it been a while since you've had a fleet management refresher course? Do you oversee, but not actually perform the fleet management function? If you answered yes to any of these questions, you need to attend this workshop. We will discuss everything you need to know to manage motor vehicle fleets in an informal environment geared toward learning and two-way conversations. This is your opportunity to learn about Fleet policies, procedures, mandates, new programs, and to ask questions concerning motor vehicles and the fleet management process. The New Fleet Management Roles of the Chief Sustainability Officer will also be discussed.
		Room 146	GHG Metrics & Targets	Ted Sears, DOE FEMP, NREL	Executive Order 13693 requires significant reductions in GHG emissions for Federal fleets. This session will provide an overview of the requirements and a discussion of methods to meet them, including how to develop a mission responsive right-sized fleet, achieve increased fuel efficiency regardless of whether vehicles are replaced, and increase the use of alternative fuel.
		Room 145	Using Your GSA Fleet Credit Card	Jenny Kane; GSA Fleet	Come learn about the basics of using your GSA Fleet leased card in addition to learning how GSA monitors fraud, waste and abuse to keep agency costs low
10 minute break					
9:00 AM	9:50 AM	Room 147	Vehicle Safety	Robert Kreeb, NHTSA	Overview of all things safety. Review federal rules for safe driving, learn about the direct and indirect costs of accidents for both government and civilians, and how to reinforce safe driving.
		Room 146	Government Contracting Overview	Matthew Gormley, GSA Center for Vehicle Acquisition	Many fleet managers' duties stretch beyond vehicles. Often procurements are required. Come learn the basics of contracting and the resources available to you.
		Room 145	Considerations When Ordering Buses or Medium & Heavy Trucks	Dan Buckingham; GSA Fleet	GSA's engineering experts will provide guidance for ordering buses and medium/heavy trucks. You will gain valuable insight on how to order the best vehicles to meet your mission needs.
10 minute break					
10:00 AM	10:50 AM	Room 147	EO 13693, EPACT & Other Federal Fleet Sustainability Programs	Julian Bentley, DOE FEMP	Maintaining a mission capable fleet while meeting all the Federal energy related mandates is quite a challenge for Federal Fleet managers. This session will discuss what is required by Executive Order 13693, EISA 2007 Section 142, EPACT 2005 Section 701, EISA 2007 Section 141, and EISA 2007 Section 246.
		Room 146	Category Management and the Acquisition Gateway	Andrea Azarcon Heller, GSA FAS, Office of Strategy Management	Category Management is a government-wide initiative to help federal agencies navigate products, services, and solutions under one platform and streamline acquisition programs to drive down prices, reduce duplication and price variability leading to smarter purchasing decisions across the government. This session will introduce you to the Motor Vehicles Category and provide an overview of the new Motor Vehicles Category Hallway.
		Room 145	Fleet Card Basics	Varuna Singh; GSA SmartPay	Fleet Card program coordinators/managers have many responsibilities when it comes to cards; oversee the program, establish guidelines for your organization, task order administration, establishing and maintaining accounts, issuance and destruction of fleet cards, submitting changes to authorization controls, auditing fleet charge card accounts as required, and keeping account information current. Come learn and discuss the many aspects of managing Fleet Cards.
10 minute break					
11:00 AM	11:50 AM	Room 147	Managing a Law Enforcement Fleet	Eric Brown & Paul Tanner, DHS	Managing a law enforcement fleet brings unique challenges for Fleet Managers to meet budgetary and environmental mandates while ensuring they can meet their missions. Experienced law enforcement fleet managers will discuss what you need to know about managing a law enforcement fleet efficiently and effectively. What are the different classifications of law enforcement vehicles? What's the difference between unmarked, undercover and covert vehicles? Are law enforcement vehicles reportable inventory and included in the Vehicle Allocation Methodology (VAM)? Learn this and much more in this workshop!
		Room 146	GSA Fleet Acquisition Update	Kevin Gibson; GSA Fleet	GSA Fleet leasing will have an overview of how GSA Fleet procures vehicles to lease, guidance and discuss alternative fuel vehicles, vehicle options, fleet rightsizing, what vehicles we do, and don't, provide, and vehicle replacement cycles.
		Room 145	Management Information Systems: Moving to Asset-Level Data	Jim Vogelsinger, GSA OGP	Federal motor vehicle data reporting has grown complex. The time has come for line-item reporting to fulfill the fleet data reporting mandates. This workshop will highlight what is coming for line-item reporting and what it means for your agency. OGP will discuss the upcoming changes and can answer all of your questions.

Thursday, January 28, 2016 continued

11:50 AM	1:30 PM	Lunch break			
1:30 PM	2:20 PM	Room 147	Federal Motor Vehicle Regulations & Policies	Connie Aaron, GSA OGP	Explore how Federal regulations governing motor vehicle management fit into an overall framework of laws, regulations, and policies. We will cover Federal Management Regulation 41 CFR 102-34 "Motor Vehicle Management" in its entirety and highlight recent updates. Bring your questions about motor vehicle regulations and policies.
		Room 146	Managing an Aging Fleet	Tim Abels, Air Force; Tim Currie, NASA; Rhea Jack, USDA; & Timothy O'Dell, Corps of Engineers	As a fleet ages and accumulates miles, it's easy to lose sight of the larger picture: a fleet past its prime costs more to operate than a younger fleet. A panel discussion lead by agency fleet managers geared toward analytical tools that fleets can model, measure, and strategies in managing their fleets.
		Room 145	Telematics in Federal Fleet	Len Fedoruk & Gordon Lancaster; GSA Fleet, Joddy Garner, GSA OGP; Bradford Carpenter, DHS ICE; Scott Wold & Todd Pearson DOE INL	On March 19, 2015, the President issued Executive Order 13693, Planning for Federal Sustainability for the next Decade, followed by the implementing instructions on June 10, 2015. The Executive Order sets specific actions to both the Federal agencies and GSA towards acquiring vehicle telematics in all new passenger and light duty vehicles and medium duty vehicles, where applicable. This session will outline the actions needed and the timeline to accomplish these mandates. Come learn about the telematics requirements, the types of telematics technologies and how Fleet Managers are using telematics in their fleets.
10 minute break					
2:30 PM	3:20 PM	Room 147	What's Your Personal Liability While Driving a GOV	Devin Beckes; GSA Fleet	Are you liable for job related accidents when you or your employees have accidents in a GOV? Did you know that state law determines this issue? This program addresses legal issues applicable to Government employees and managers. The workshop will cover the basics of the Federal Torts Claims Act and discuss cases where a Federal employee would not be liable, cases where a Federal employee would be liable and ways to protect yourself.
		Room 146	Federal Fleet Data Analytics	Ryan Swann; GSA OGP	With a compliant fleet management system, fleet managers can measure and dramatically improve the performance of their agencies' fleets with proper data analytics tools. Learn what tools are available to help fleet managers develop performance goals and monitor performance with fleet dashboards.
		Room 145	The Benefits of Exchange Sale	Gary Thompson; GSA OGP	Discussion on the statutory provision and regulation that allow an executive agency to exchange or sell similar items and how it may apply the exchange allowance or proceeds of sale in whole or in part payment for the property acquired.
End of Conference					